

CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NO. [REDACTED]

17 March 1948

SUBJECT: Control of Personnel Security Files.

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1. Quoted below is a memorandum received from the White House, dated March 13, 1948:

"Memorandum to All Officers and Employees in the Executive Branch of the Government:

"The efficient and just administration of the Employee Loyalty Program, under Executive Order No. 9835 of March 21, 1947, requires that reports, records, and files relative to the program be preserved in strict confidence. This is necessary in the interest of our national security and welfare, to preserve the confidential character and sources of information furnished, and to protect Government personnel against the dissemination of unfounded or disproved allegations. It is necessary also to insure the fair and just disposition of loyalty cases.

"For these reasons, and in accordance with the long-established policy that reports rendered by the Federal Bureau of Investigation and other investigative agencies of the executive branch are to be regarded as confidential, all reports, records, and files relative to the loyalty of employees or prospective employees (including reports of such investigative agencies), shall be maintained in confidence, and shall not be transmitted or disclosed except as required in the efficient conduct of business.

"Any subpoena or demand or request for information, reports, or files of the nature described, received from sources other than those persons in the executive branch of the Government who are entitled thereto by reason of their official duties, shall be respectfully declined, on the basis of this directive, and the subpoena or demand or other request shall be referred to the Office of the President for such response as the President may determine to be in the public interest in the particular case. There shall be no relaxation of the provisions of this directive except with my express authority.

"This directive shall be published in the Federal Register.

/s/ HARRY TRUMAN"

(5468)

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2. Any question concerning this regulation should be referred to the Executive for Inspection and Security for recommendation to and action by the Director.

FOR THE DIRECTOR OF INTELLIGENCE:



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Executive for
Administration and Management

DISTRIBUTION: All CIA Employees.